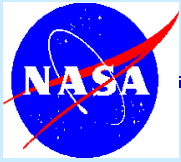




NASA PROCUREMENT 2000 ARC Presentation CCI Closeout

**Kran Kilpatrick, COTR, Presenter
Barbara Drake, Contracting Officer**



CCI CLOSEOUT

OUTLINE

- I. STATUS**
- II. BACKGROUND**
- III. CHALLENGES**
- IV. SUCCESSES**
- V. SUMMARY OF ASM**
- VI. MISCELLANEOUS**
- VII. LESSONS LEARNED**

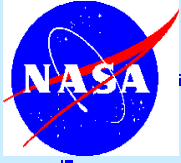




CCI CLOSEOUT

I. STATUS

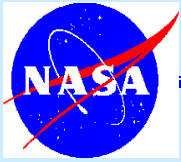
- **Draft RFO internal review complete March 17**
- **Draft RFO to HQ/Centers for review March 20**
- **RFO issued March 24**
- **Proposals due April 24**
- **Evaluations complete by May 12**
- **Selection/Award May 19**
- **Phase-in Start June 1**



CCI CLOSEOUT

II. BACKGROUND

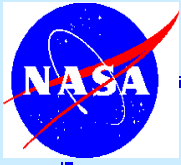
- **Procurement Officer's Conference October 1998**
 - Ames agreed to issue NASA-wide CCI contract for closeout of contracts and purchase orders. Grants added later.
 - Original target award date was June 1999. ARC encountered many challenges that have caused delays.
- HQ selected this action to be on ARC's Master Buy Plan for FY00 and requested a telephonic "mini-ASM."



CCI CLOSEOUT

III. CHALLENGES

- **Difficulty in defining specific data needed and then acquiring from other Centers**
- **Trade Secrets Act**
 - **ARC and HQ legal offices did extensive research and is no longer a concern.**
 - **A new clause, “Limited Release of Contractor Confidential Business Information” will be included in all contracts, purchase orders, and grants. A special letter has been created to send to all contractors discussing its use. Both will be provided to all Centers for use.**



CCI CLOSEOUT

III. CHALLENGES, continued

- Nondisclosure statements required by closeout contractor and employees requiring access
- Telephonic “mini-ASM” raised additional issues
 - Contract types including FFP/IDIQ and CPFF all PBC
 - Clarification of how ARC will evaluate
 - Clarification of how task orders will be awarded
 - Single vs. Multiple awards
- Funding issues discussed at ASM:
 - Who provides funding
 - Who issues task orders
 - Who makes payment





CCI CLOSEOUT

III. CHALLENGES, continued

- **Original CO transferred in late November after ASM completed but prior to RFO completion.**
- **New CO unable to start until January due to workload, holidays, etc.**
- **Full Cost Accounting issue: Procurement officers have been advised of issue by ARC Deputy Procurement Officer**
- **Expectations/Responsibilities of CO/COTR and interface with other Centers**

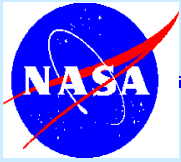


CCI CLOSEOUT

IV. SUCCESSES

- ASM issues completed November 1999
- Responsibilities clarified for CO/COTR
- Trade Secrets Act clause issue resolved November 1999
- Funding process resolved March 16, 2000
 - HQ provides funds to ARC-responsible for tracking
 - ARC will issue tasks for all Centers
 - ARC will delegate ACO authority to each Center for its task(s)
- RFO issued March 24, 2000
- Award on track for late May award

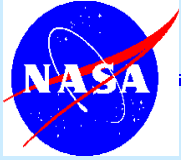




CCI CLOSEOUT

V. SUMMARY OF ASM CONCLUSIONS

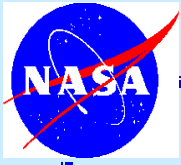
- CPFF Completion, Task Order Contract
- Performance Based SOW: using fee deduction schedule w/objective criteria
- Single award
- MidRange procedures
- Internal RFO to be reviewed by Centers/NMO
 - No public draft RFO
- HQ selected RFO to review under Master Buy Plan
- ARC will evaluate proposals, make selection & award
- On-site performance at all Centers/NMO
- Funding issues to be resolved outside ASM by ARC



CCI CLOSEOUT

VI. MISCELLANEOUS

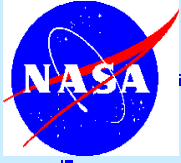
- **PERFORMANCE REQUIREMENTS SUMMARY SAMPLE**
- **FEE DEDUCTION SCHEDULE SAMPLE**
- **CENTER ESTIMATES & SCHEDULE**
- **CENTER QUANTITIES ESTIMATE**
- **LESSONS LEARNED**



CCI CLOSEOUT

PERFORMANCE REQUIREMENTS SUMMARY SAMPLE PORTION FOR SOW ¶ 6.2

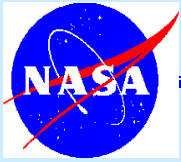
- **REQUIRED SERVICE: S.O.W. 6.2:** Closeout shall be within the timeframes specified in the FAR, NFS, and Grant Handbook, or on the task order.
- **PERFORMANCE STANDARDS:** Purchase Orders closed within 2 months of physical completion date. Contracts: See SOW Section 6.5. Grants/Coop Agreements: See SOW Section 6.6. Other Agreements Section 6.7: See individual task orders for detailed requirements.
- **ACCEPTABLE QUALITY LEVEL:** 100% closeout within the required timeframes, unless delays otherwise explained and new dates forecasted on progress reports



CCI CLOSEOUT

PERFORMANCE REQUIREMENTS SUMMARY SAMPLE PORTION, continued

- **PERFORMANCE MEASUREMENT:** Contractor progress will be measured by comparing the forecasted dates in the Action Plan with the Progress Reports and Action Completed date on the NF 1612, as appropriate for each acquisition instrument
- **ESTIMATED WORKLOAD:** As provided on each task order
- **METHOD OF SURVEILLANCE:** CO and/or Technical POC review of Action Plan, as well as 100% review of all documents prior to NASA signature



CCI CLOSEOUT

FEE DEDUCTION SCHEDULE

SAMPLE PORTION

SOW/PRS ¶	CONTRACT REQUIREMENTS	WGT	PERFORMANCE REQUIREMENTS	SCORE
6.2/6.4	Purchase Order Closeout	TBD	95% - 100% actions closed within required time	100
			85% - 94% actions closed within req'd time	90
			75% - 84% actions closed within req'd time	80
			Less than 65% actions closed within req'd time	0
6.2/6.5.1	Contract Closeout a. Regular Closeout Cost Reimbursement	TBD	Timely: 36 mos or less AND 95-100% of action plan	100
			Accuracy: less than 3% error rate	100
			Completeness: less than 3% documentation not complete	100





CCI CLOSEOUT

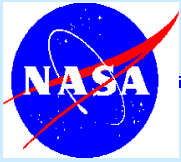
FEE DEDUCTION SCHEDULE SAMPLE PORTION

SOW/PRS ¶	CONTRACT REQUIREMENTS	WGT	PERFORMANCE REQUIREMENTS	SCORE
6.2/6.5.1 (cont)			Timely: 36-42 mos. OR 85-94% of action plan	90
			Accuracy: NMT 5% error rate	90
			Completeness: NMT 5% documentation not complete	90
			Timely: 42-48 mos. OR 70-84% of action plan	80
			Accuracy: NMT 10% error rate	80
			Completeness: NMT 10% documentation not complete	80
			Timeliness, Accuracy, or Completeness not met above	0

3/29/00

Kilpatrick & Drake





CCI CLOSEOUT

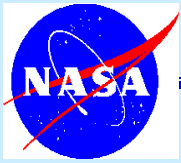
Center Estimates and Schedules

CENTER	START DATE	#MOS
ARC	10/1/01	44
DFRC	6/1/00	60
GRC	10/1/00	56
GSFC	10/1/00	56
JPL	NOT PLANNING ON USING	
JSC	6/1/01	48
KSC	6/1/00	60
LaRC	6/1/00	60 P.O.'s only
LaRC	3/1/02	40 All other instruments
MSFC	3/1/02	40
SSC	10/1/00	56

3/29/00

Kilpatrick & Drake

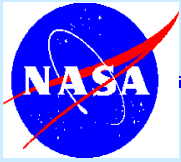




CCI CLOSEOUT

Center Quantities on Hand 3/00

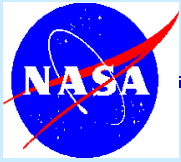
<u>CENTER</u>	<u>K's</u>	<u>PO's</u>	<u>Grants/CA's</u>
ARC	182	1808	207
DFRC	21	179	5
GRC	253	12	947
GSFC	631	609	2078
JPL	NOT PLANNING ON USING		
JSC	432	1417	82
KSC	45	14	9
LRC	226	1701	(grants & PO's combined)
MSFC	355	130	249
SSC	<u>56</u>	<u>55</u>	<u>9</u>
TOTALS	2201	5925	3586



CCI CLOSEOUT

LESSONS LEARNED

- **VITS or Agency-wide Telecons earlier in process**
- **Program Management Role New to Division**
 - **Budgeting for all Centers**
 - **P.R. Preparation for requirement**
 - **Funds Tracking for all Centers**



CCI CLOSEOUT

RECAP

- I. STATUS**
- II. BACKGROUND**
- III. CHALLENGES**
- IV. SUCCESSES**
- V. SUMMARY OF ASM**
- VI. MISCELLANEOUS**
- VII. LESSONS LEARNED**

